

Selectmen/Assessor's Meeting Minutes  
March 1, 2016

**Board Present:** Greg Grotton, Lyle Cramer, Elmer Savage, and James Justice.

**Absent:** John Shepard.

**Also Present:** Jay Feyler, Rodney Lynch, Lawrence Nash, Doris Vertz and Joseph Patricia.

1. **Call Selectmen's Meeting to order:** by Chair at 6:30PM.
2. **Pledge of Allegiance:** given by all who wished.
3. **Public Comment:** there was none.
4. **Approve minutes of February 25, 2016:** Motion James Justice to approve minutes as presented. Seconded Lyle Cramer. Unanimous.

**Board moved to item #6:**

6. **Economic Development Presentation:**

Rodney Lynch gave the Board a presentation on Economic Development. Rodney works as a part-time consultant doing Community Economic Development Planning and Grant Writing. Jay had contacted Rodney to say The Board of Selectmen were considering retaining the services of an Economic Development person specialist but they weren't quite sure what particular direction to go in and also what that particular person would do. Rodney put his thoughts together based on his experience working with a number of Towns in the Mid-Coast area and State wide as to how they deal with Economic Development especially in terms of smaller communities. As an introduction he gave the Board a prepared Economic and Business Growth and Development Plan for a Sustainable Economy for the Town of Union which can serve as a directional guide for the Board, Town Manager and Residents in which to address economic and business growth and development in Union as well as, serving the secondary purpose of, "being crafted and formatted so as to neatly fit into the new or revised Comprehensive Plan that the town is currently working on". In essence this would be one less task for the Comprehensive Plan Committee to have to work on and it would be prepared by a person specializing in economic development. In Rodney's experience before you hire someone they first have to know what the community has and where it wants to go. He would first present an Economic Development Plan.

He presented examples of work he did for Waldoboro, Thomaston and Camden and how to pay for them too. The Economic and Business Growth and Development Plan would consist of the following:

Economic History of Union and the Changing Town and Area Economy.

Demographics.

Inventory of Existing Retail, Commercial and Service Assets in the Community.

Identification of the Various Economic and Business Groups or Sectors.

Identification and Mapping of the Commercial Nodes: Village and Route 17 Commercial Corridor.

Assessment of the Lack of Resource Potentially Detrimental to Economic and Business Growth and Expansion.

Development of Economic and Business Development Goals, Strategies and Recommended Action.

Implementation or Ready-to-Go Funding, Financing, Programs and Available Resource.

In Rodney's experience before you hire someone they first have to know what the community has and where it wants to go. That person would need to work with the Selectmen and Town Manager, especially on the economic goals; collaborate with the Comprehensive committee on the Economy and Economic Development Chapter for the Comprehensive Plan and, work in partnership with the Union Area Chamber of Commerce on the inventory. Once the plan has been accepted by the Board, it is not considered to be a legal document like a comp plan, the person would be available as a hands-on economic development specialist to assist the Selectmen and Town Manager with prospective businesses wishing to start, expand or locate in Union, or re-locate to Union. Greg commented we want to see what we can do here that will make this town, help this town, we've gotta grow the town's gotta grow. Elmer asked if we do develop a plan what kind of time frame are we looking at to develop something. Rodney said it depends on how much you want to concentrate that person Economic Development Plan you could do in six months. Elmer asks what is the best way for a plan like this to lead towards business development by guiding us towards infrastructure improvement to bring businesses in. The plan would decide what types of businesses you want and it would also identify some of the infrastructure problems. Because you are on Route 17 you'll deal with MDOT a lot. Any plan here should be of a good section in terms of MDOT programs. They can get you infrastructure for example, for a paved road or highway maintenance. Rodney's observation is infrastructure and businesses exist, one depends upon the other. If you have a dirt road that is not in good condition where a business wants to come, but the road is rough, that would be an area where the Town would put its Public Works money into the repair. The Board appreciated the information and Rodney's answers to a lot of questions.

**Board moved to item #10**

- 10. Update on Comprehensive Plan Committee:** Elmer noted there has been no meeting of The Comprehensive Plan Committee since the last Selectmen's Meeting. The last meeting we had was to start on the Economic Section it's timely that we are talking about this. We will discuss whether we should pursue an Economic Development Plan and we can work around that in the Comp plan. Elmer will bring this to the committee. The next Section is the Agricultural Section we will be working on.
- 5. Discussion on request from Treasurer to place appointment on Warrant:** Jay noted this is totally out of his hands, it's up to the Board whether they want to put it on the Warrant. Greg noted the reason we didn't go appointed before is basically the Town voted it down. Jay said not by a lot but they voted it down. They actually voted it down under the old format. We came up with the new format and they have not voted on it since. If the Board puts it on The Warrant and it passes in June it does not come into effect until July 1, 2017. Greg said we've had a chance to use this new format and it is working well. Jay noted the underlining Issue is still there the same things could happen like it happened before with an Elected Treasurer. The way it is now the Treasurer and Bookkeeper are the same person and it works fine. Lyle said we have a responsibility to present the two positions to the voters and it's up to them to decide. We just present the pros and cons to them. Elmer said obviously you've got to reconsider things over a period of time when there is a change of people and situations. Things always tend to pop up again. He feels five years is a fair enough time to reconsider things. If it's just been three years he doesn't know if all of his wounds have healed. Jay said he doesn't know if they ever will. Jay noted before it was Board driven, they put it on The Warrant and now it's the Treasurer themselves and the general public won't see that. Lyle said one of the potential problems by not dealing with it for too long is despite the fact that it is working well now there is always that possibility out there that we could get who knows what position that person would take who comes in and gets elected and has an ax to grind and we have two people in the Treasurer's office who don't see eye to eye and are fighting each other like cats and dogs. That would be a very serious detrimental situation. It would be difficult to handle because you wouldn't want to fire the one who is doing the job right to have that person get along with the one who was elected who is not doing well. Lyle sees that as a serious potential problem. Elmer said what you face if something happens like that then we have to react to that and then we have to propose this change, we are reacting to something instead of trying to be pro-active. Jay reminded the Board the cost was tremendous for that one year. We were paying two people for one year at \$50,000/60.000 that cost the Town. Jim said it is something we should wait until John is back and we have a full Board to decide.
- 6. Economic Development Presentation:** discussed earlier.
- 7. DOT light:** Representative failed to show up.

8. **Spirit of America Award:** Jay noted we need to pick someone and do it quick. Jay is not sure if this should be confidential, he'll find out. Greg said we definitely will have a Name for next week.
9. **Begin Budget Reviews:**  
Administration:  
Lien Expense is up; Board could bring it down for two reasons: There was an error in the figures, causing extra postage and postage rates are going down as of April 15<sup>th</sup>  
Audit is up under the new rates.  
Software Supplies is up. Trio has increased because of all the new laws dealing with Cyber Crimes.  
Dues: up slightly, MMA started last year to increase the dues slowly over a three year period.  
Photocopier Lease is up slightly.  
Maintenance Repairs of Building: down 20%.  
Equipment Maintenance: up, we have a large door expense this year.  
Office Personnel: discussed last week.  
Cable TV: same.  
Stipends: same.  
Assessors: up 2.11%.  
Insurances: up 2.44%. Risk Pool: Board agrees to drop it to \$40,000.  
Group Health: up 4.76%  
Workers Comp: bring this item back.  
Unemployment: same.  
Septic Waste: same  
Tri-County: wait until John comes back for a report. Contract to be renewed this year.
10. **Update on Comprehensive Plan Committee:** discussed earlier
11. **Sign Treasurer's Warrant dated March 1, 2016:** Motion James Justice to sign Treasurer's Warrant dated March 1, 2016. Seconded Lyle Cramer. Unanimous
12. **Other Business:** Jay talked to Grant about Ordinance changes there will have to be a Public Hearing on Flood Plain Ordinance. All new people in Flood Plain have been notified. Jay noted we should have a Public Hearing on Tri-County to maybe we could combine them. Lyle suggested adding the Treasurer request as well. Jay noted for the March 15<sup>th</sup> meeting the Board will meet in Executive Session at 6:30PM (Poverty Abatement). March 9<sup>th</sup>, Recreational Complex Meeting. March 29<sup>th</sup>, The Pullen Committee.
13. **Town Managers Report:** mentioned above.
14. **Selectmen's Report:** there was none.

**15. Future Agenda Items:** there was none.

**16. Adjourn:** Motion James Justice to adjourn at 8:30PM. Seconded Lyle Cramer. Unanimous.

These minutes were approved on March 15, 2016 with the following amendments.